

WASHINGTON, D.C. 20576

July 7, 1970

M E M O R A N D U M

TO: Director, Central Intelligence Agency

FROM: Acting Chairman, National Capital Planning Commission

SUBJECT: Submission of annual budget estimates for National Capital Planning Commission review in accordance with Office of Management and Budget Circular No. A-11

As the central planning agency for the Federal and District of Columbia Governments in the National Capital Region, the National Capital Planning Commission is charged with the responsibility of planning the appropriate and orderly development and redevelopment of the National Capital, including Federal and District development and projects in the environs.

Section 11.5 of Office of Management and Budget Circular No. A-11 provides that "estimates for construction of public works in the National Capital area will be submitted only after the agency has consulted with the Commission in the preparation of plans and programs." The National Capital Region is defined by the National Capital Planning Act of 1952, as amended (40 U.S.C. 71) as "the District of Columbia; Montgomery and Prince George's Counties in Maryland; Arlington, Fairfax, Loudoun, and Prince William Counties in Virginia; and all cities now or hereafter existing in Maryland and Virginia within the geographic boundaries of the combined area of said counties."

The Office of Management and Budget has indicated that the Commission's recommendations on fiscal year 1972 budget requests should be made available to it as early in September as possible. Accordingly, all Federal agencies intending to submit requests for land acquisition and/or construction projects to the Office of Management and Budget should provide the Commission with copies of these requests as early as possible. All Commission action on budget requests should be completed not later than the September 10, 1970 meeting if its recommendations to the Office of Management and Budget for fiscal year 1972 are to be submitted in accordance with this time table.

The deadlines for submission of fiscal year budget requests for the next two Commission meetings are as follows:

<u>Meeting Date</u>	<u>Deadline for Submission</u>
August 6, 1970	July 15, 1970
September 10, 1970	August 19, 1970

The Commission would also appreciate receiving copies of budget requests for the proposed leasing of significant amounts of private office space anywhere in the National Capital Region. Such information will materially assist the Commission in its continuing efforts to plan the orderly development of the Federal establishment in the Region in cooperation with regional and subregional planning authorities.

If your agency has no plans to submit land acquisition, construction, or leasing requests for fiscal year 1972, it would be appreciated if you would so advise the Commission in writing.

The work of the Commission will be substantially facilitated if this memorandum is brought to the attention of the appropriate officials in your agency.

Your cooperation in meeting this schedule will be greatly appreciated. If you have any questions regarding this matter or the procedures for submissions to the Commission, please contact Charles H. Conrad, Executive Director.

*G. Franklin Edwards*

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Acting Chairman